

WARRANT

SPECIAL TOWN MEETING – OCTOBER 17, 2020

THE COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

To any of the Constables of the Town of Carlisle in the County of Middlesex:

GREETINGS

IN THE NAME OF the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and Town affairs, to meet at the outdoor plaza adjacent to the Spalding Building at the Carlisle Public School at 83 School Street in said Carlisle on Saturday, October 17th next, at ten o'clock in the morning, and thereafter continuing from day to day until completed, then and there to act on the following Articles:

ARTICLE 1 – Prior Year Bills: To see if the Town will vote to transfer from available funds a sum or sums of money to pay unpaid bills from prior fiscal years, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

Selectmen unanimously support this Article (5-0 vote)

(Summary: This Article would permit the Town to pay any bill from a prior fiscal year. Pursuant to Ch. 44, s. 64, a 9/10ths supermajority is required for passage. At this time, the Town is not aware of any unpaid bills and expects not to move this article.)

ARTICLE 2 – Amendments to FY2021 Operating Budget: To see if the Town will vote to amend the Town's Operating Budget for the Fiscal Year 2021, beginning July 1, 2020, as adopted under Article 11 of the Annual Town Meeting on June 20, 2020 and to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to fund various departments, boards, commissions, and operating expenses of the Town for said Fiscal Year 2021, or to take any other action related thereto. (BOARD OF SELECTMEN/FINANCE COMMITTEE)

	<i>FY2020</i>	<i>FY2021</i>	<i>FY2021</i>
<i>Department</i>	<i>Budget</i>	<i>06/20/20 COVID Budget Recommendation</i>	<i>10/17/20 FinCom Recommended Changes</i>
General Government			
General Expense & Town Hall	825,079	825,079	9,349
Citizen Recognition	275	275	0
Treasurer	247,749	247,749	12,806
Town Clerk	104,928	104,928	1,806
Assessors	150,559	150,559	4,344
Planning Board	113,985	113,985	2,594
Energy Task Force	3,500	3,500	0
sub-total	1,446,075	1,446,075	30,899
Protection of Persons & Property			
Police	1,696,035	1,696,035	57,942
Fire	620,345	620,345	10,246
Communications	394,036	394,036	24,303
Conservation	144,147	144,147	12,210
Dog & animal control	15,274	15,274	0
Inspection services	38,183	38,183	1,361
Street Lighting	4,000	4,000	0
sub-total	2,912,020	2,912,020	106,062
Public Works			
DPW	795,312	\$795,312.00	10,980
Snow & Ice	65,785	65,785	0
Transfer Station	264,852	264,852	(121)
Road maintenance	88,416	88,416	0
sub-total	1,214,365	1,214,365	10,859
Health & Human Services			
Youth Commission	3,859	3,859	77
Board of Health	111,619	111,619	(1,523)
Council on Aging	224,939	224,939	4,132
Veteran's Agent	11,600	11,600	8,400
sub-total	352,017	352,017	11,086
Education			

	<i>FY2020</i>	<i>FY2021</i>	<i>FY2021</i>
<i>Department</i>	<i>Budget</i>	<i>06/20/20 COVID Budget Recommendation</i>	<i>10/17/20 FinCom Recommended Changes</i>
Carlisle Public School	11,559,266	11,559,266	0
CCRSB (w/o debt)	6,577,045	6,577,045	(158,805)
CCRSB debt service	1,101,207	1,101,207	(61,150)
Vocational	123,119	123,119	0
Vocational Debt Service	6,130	6,130	(862)
sub-total	19,366,767	19,366,767	(220,817)
Culture & Recreation			
Library	637,231	637,231	8,214
Recreation	193,828	193,828	2,363
sub-total	831,059	831,059	10,577
Insurance & Fringe			
Blanket Insurance	240,000	240,000	32,000
Group Insurance & Medicare	1,373,864	1,373,864	163,641
OPEB Trust	425,000	209,004	(144,307)
County Retirement	991,823	1,057,819	0
Unemployment insurance	50,000	50,000	0
sub-total	3,080,687	2,930,687	51,334
Unclassified			
Interest, fees, & costs	1,000	1,000	0
Public Celebrations	1,000	1,000	0
Reserve fund balance	150,000	300,000	0
sub-total	152,000	302,000	0
Debt			
Debt Service	1,516,928	1,344,640	0
sub-total	1,516,928	1,344,640	0
Total Operating Budget	30,871,918	30,699,630	0

FinCom unanimously supports this Article (5-0 vote)

Selectmen unanimously support this Article (5-0 vote)

ARTICLE 3 – Special Appropriations: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute, a sum of money to be expended by the Board of Selectmen to conduct studies, provide services and facilitate projects for the following departments:

<u>Department</u>	<u>Amount</u>	<u>Purpose</u>
Assessors	\$5,000	Assessors' Maps Updates
Treasurer/Accountant	\$3,500	Financial Consulting

or to take any other action related thereto. (BOARD OF SELECTMEN)

(Summary: This Article would permit special appropriations outside of the Town operating budget for consultants' services and other unanticipated expenses. Typically, the Finance Department requires some consulting services from our Auditors and with the several funding programs/requirements under the pandemic, expects to request additional services from our Auditors to a greater extent this fiscal year. The funds for the Assessors are for the annual upgrades to the Assessor's digitized maps.)

FinCom unanimously supports this Article (5-0 vote)

Selectmen unanimously support this Article (5-0 vote)

ARTICLE 4 –Application of Bond Premiums: To see if the Town will vote to supplement prior Town votes that authorize the borrowing of money to pay costs of capital projects that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the cost of issuance of such bonds and notes, may be applied to pay project costs and that the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, or to take any other action related thereto. (BOARD OF SELECTMEN)

(Summary: This language was not included in the original borrowing authorization. If voted, bond premiums (net of costs) can be used to reduce the amount to be borrowed.)

FinCom unanimously supports this Article (5-0 vote)

Selectmen unanimously support this Article (5-0 vote)

ARTICLE 5 – Capital Equipment: To see if the Town will vote to raise and appropriate,

transfer from available funds, and/or borrow pursuant to any applicable statute, the sum of \$175,000 to be used for capital equipment, or to take any other action related thereto. (LONG TERM CAPITAL REQUIREMENTS)

Long Term Capital Requirements

FY2021

Department	Project/Program	Amount	Appropriation Expires
Fire Department	SCBA Air Compressor	\$75,000	June 30, 2023
Police Department	Cruiser	\$57,000	June 30, 2023
DPW	Pickup Truck and Plow	\$43,000	June 30, 2023
	Totals:	\$175,000	

FinCom unanimously supports this Article (5-0 vote)

Selectmen unanimously support this Article (5-0 vote)

ARTICLE 6 – Municipal Facilities: To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow pursuant to any applicable statute the sum of \$300,000 for facilities maintenance and improvement projects at the Town Hall, Police Station, Fire Station, Gleason Library and Department of Public Works facilities, all of which projects are to be determined by the Municipal Facilities Committee and approved by the Board of Selectmen and are expected to be completed by June 30, 2023; or to take any other action related thereto. (BOARD OF SELECTMEN/MUNICIPAL FACILITIES COMMITTEE)

FinCom unanimously supports this Article (5-0 vote)

Selectmen unanimously support this Article (5-0 vote)

ARTICLE 7 – CPA Annual Recommendations: To see if the Town will vote to act on the report of the Community Preservation Committee and to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds and to authorize the Board of Selectmen and Conservation Commission to enter into all agreements and execute any and all instruments necessary to acquire, convey, or accept as the

case may be, appropriate historic preservation restrictions for historic resources and conservation restrictions for open space, in accordance with Chapter 184 of the General Laws, to be in compliance with the requirements of Chapter 44B, Section 12 of the General Laws of the Commonwealth, or to take any other action related thereto. (COMMUNITY PRESERVATION COMMITTEE)

I move that the Community Preservation Committee recommendations for transfers and expenditures for Fiscal Year 2021 be approved as follows:

Motion 1—FY '21 CPA APPROPRIATIONS:

That the following amounts be appropriated from the Fiscal Year 2021 Community Preservation Fund estimated revenues to the Community Preservation Fund accounts as follows:

- a. Fifty-Four Thousand Five Hundred Dollars (\$54,500) to be appropriated to the Community Housing Reserve Fund.
- b. Fifty-Four Thousand Five Hundred Dollars (\$54,500) to be appropriated to the Historic Reserve Fund.
- c. Fifty-Four Thousand Five Hundred Dollars (\$54,500) to be appropriated to the Open Space Reserve Fund.
- d. Twenty Thousand Dollars (\$20,000) to be appropriated for Administrative Expenses.
- e. Three Hundred Sixty-One Thousand Five Hundred Dollars (\$361,500) be appropriated to the fiscal year 2021 Community Preservation Budget Reserve Account.

Motion 2— FY '21 CPC RECOMMENDATIONS

I move that the Town vote to act on the report of the Community Preservation Committee for Fiscal Year 2021; and, further, to appropriate or reserve for later appropriation monies from the Community Preservation Fund annual revenues or available funds a sum or sums of money for the following Community Preservation projects or purposes, and to authorize the Board of Selectmen and Conservation Commission to enter into all agreements and execute any and all instruments necessary to acquire, convey, or accept as the case may be, appropriate historic preservation restrictions for historic resources and conservation restrictions for open space, in accordance with Chapter 184 of the General Laws, to be in compliance with the requirements of Chapter 44B, Section 12 of the General Laws of the Commonwealth, all as recommended by the Community Preservation Committee:

- A. That Ten Thousand Dollars (\$10,000) be appropriated from the Community Preservation Committee Administrative Reserve Fund to the Community Preservation Committee to study the needs, possibilities and resources of the Town regarding community preservation by 1) updating the 30 year old Historic District map and building inventory of Carlisle's historic district and 2) creating a digital photographic file of all 40 buildings and properties within the District as viewed from the public way and 3) creating a single,

illustrative rendering of The Historic Town Center for general communication and project planning purposes, and that such sums may be expended by the Community Preservation Committee, in consultation with the Historical Commission, and further that any portion of such sums not expended by June 30, 2022 shall be returned to the Administrative Reserve Fund.

- B. Sixteen Thousand Dollars (\$16,000) from the Community Preservation Committee Undesignated Fund for the removal and replacement of the Town Clock Tower Crib and Cradle, and that such sums may be expended by the Municipal Facilities Committee pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2020-002. Any portion of such sums not expended by June 30, 2022 shall be returned to the Community Preservation Undesignated Reserve Fund.
- C. Twenty-five Thousand Dollars (\$25,000) from the Community Preservation Committee Historic Reserve Fund for the restoration of the windows in the Red Brick Building, and that such sums may be expended by the School Committee and Historical Commission pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2020-003. Any portion of such sums not expended by June 30, 2022 shall be returned to the Community Preservation Historic Reserve Fund.
- D. Fifty Thousand Dollars (\$50,000) from the Community Preservation Committee Housing Reserve Fund for the use of affordable housing related activities and that such sums may be expended by the Carlisle Affordable Housing Trust pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2020-004. Any portion of such sums not expended by June 30, 2024 shall be returned to the Community Preservation Housing Reserve Fund.

Motion 3— (FY '21)

I move that the Town vote to act on the report of the Community Preservation Committee for Fiscal Year 2021; and, further, to appropriate Two Hundred Fifty Thousand Dollars (\$250,000) from the Open Space Fund and/or Undesignated Funds to the Carlisle Conservation Commission for the restoration of the Greenough Dam, and that such sums may be expended by the Carlisle Conservation Commission pursuant to the terms of the Town of Carlisle Community Preservation Grant Agreement #2020-001, provided, however, that this approval shall be contingent upon the project receiving a grant from the Commonwealth's Dam, Levee and Seawall Repair Program; and further that any portion of such sums not expended by June 30, 2022 shall be returned to the Community Preservation Historic Reserve Fund and/or Undesignated Funds. (COMMUNITY PRESERVATION COMMITTEE)

Motion 3 Only: FinCom unanimously supports this Article (5-0 vote)

(FinCom did not take a position on Motions 1 & 2)

Selectmen unanimously support this Article (5-0 vote)

ARTICLE 8 - Funding for Cranberry Bog Maintenance Project - \$5,000

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow pursuant to any applicable statute \$5,000 to be expended by the Cranberry Bog Working Group, with the approval of the Town Administrator to conduct studies and apply for necessary permits to perform maintenance at the Town-owned cranberry bog, or to take any other action related thereto. (BOARD OF SELECTMEN)

(Summary: As an alternative to other high cost options, the Conservation Commission is seeking funds to develop a low-cost management plan for maintenance of the cranberry bog for wildlife habitat that will also preserve open vistas. Once prepared, the plan will need to be approved under the Wetlands Protection Act and the Carlisle Non-Zoning Wetlands Bylaw.)

FinCom unanimously supports this Article (5-0 vote)

Selectmen unanimously support this Article (5-0 vote)

ARTICLE 9 – Amend the Carlisle General Bylaws – Selectmen to Select Board:

To see if the Town will vote to amend the General Bylaws as follows:

A. By inserting, to the beginning of Section 3.1.1, the following definition:

1. The term “Select Board” shall mean the “Board of Selectmen.” The Select Board shall have all the powers and duties granted to Boards of Selectmen by the Constitution and General Laws of the Commonwealth of Massachusetts, and such additional powers and duties as may be provided by these Bylaws, by the Zoning Bylaws or by Town Meeting vote.

B. By striking the term “Board of Selectmen,” wherever it may appear in the General Bylaws, and inserting, in place thereof, the term “Select Board.”

C. By striking the term “Selectmen” wherever it may appear in the General Bylaws, and inserting, in place thereof, the term “Select Board.”

D. By striking the terms “Chairman” wherever it may appear in the General Bylaws, and inserting, in place thereof, the term “Chair.”

or to take any other action related thereto. (BOARD OF SELECTMEN)

Selectmen voted to support this Article (4-0 vote) with one abstention by B. Arnold

ARTICLE 10 – Amend the Carlisle Zoning Bylaws – Selectmen to Select Board:

To see if the Town will vote to amend the Zoning Bylaw as follows:

1. By striking the term “Board of Selectmen,” wherever it may appear in said Bylaw, and inserting, in place thereof, the term “Select Board.”
2. By striking the term “Selectmen” whenever it may appear in said Zoning Bylaws and inserting, in place thereof, the term “Select Board.”

or take any other action related thereto. (BOARD OF SELECTMEN)

Selectmen unanimously support this Article (5-0 vote)

***Summary:** Passage of Articles 9 and 10 would change any and all references to the term “Selectmen” in either the General or Zoning Bylaws to the gender neutral term, “Select Board”. Many communities all over the Commonwealth have made this change and the Board believes it is time for Carlisle to do so as well.*

ARTICLE 11 - Lowell Street Easement: To see if the Town will vote to authorize the Board of Selectmen to take the following actions, with respect to property located off Lowell street:

1. To authorize the Board of Selectmen acquire by gift, purchase, eminent domain or otherwise, an easement located at 225 Lowell Street, Carlisle, Massachusetts, consisting of an approximate 20-foot by 188-foot strip of land on the northernmost section of the premises, said land to be used for general municipal purposes including permanent underground utility, public walking, and unpaved municipal vehicle access.
2. To authorize the Board of Selectmen to grant an access easement over Town land located at 257 Lowell Street, Carlisle, Massachusetts (Lot 21-9-0), to an abutter, consisting of a variable 30-foot by 60-foot wide strip of land approximately 385 feet long, said land to be used for an unpaved vehicle right-of-way for the passage of vehicles between the grantee property and the Morse Road public Right of Way.

or to take any action related thereto. (BOARD OF SELECTMEN)

Selectmen unanimously support this Article (5-0 vote)

ARTICLE 12 - Rescind General Bylaw 3.10, Long Term Capital Requirements Committee:

To see if the Town will vote to amend the General Bylaws as follows:

1. By rescinding and delete General Bylaw 3.10, Long Term Capital Requirements Committee.
2. By amending General Bylaw Section 3.9.2, Finance Committee. By deleting the following phrase: ...*”except for the Long Term Capital Requirements Committee.”*

or Bylaw or take any other action related thereto. (BOARD OF SELECTMEN)

FinCom unanimously supports this Article (5-0 vote)

Selectmen unanimously support this Article (5-0 vote)

BOARD OF SELECTMEN

DocuSigned by:
Alan L. Lewis
8F04ADAE56D5469
Alan Lewis, Chairman

DocuSigned by:
Barbara T. Arnold
Barbara Arnold, Vice Chairman

DocuSigned by:
David Model
S. David Model, Clerk

DocuSigned by:
Luke Ascolillo
Luke Ascolillo

DocuSigned by:
Katherine J. Reid
Katherine Reid

A True Copy Attest:

_____, Constable

Middlesex, ss.

PURSUANT TO THE WITHIN WARRANT, I have notified and warned the inhabitants of the Town of Carlisle by posting up attested copies of the same at the United States Post Office and on the Town Bulletin Board in said Town at least fourteen (14) days before the date of the Meeting, as within directed.

Constable of Carlisle

Date Posted: _____